



Application for information on a register held under the Biosecurity Act 2014

Pursuant to relevant sections of the *Biosecurity Act 2014*

OFFICE USE ONLY

DATE RECEIVED:
DATE SENT TO PROCESSING OFFICER:
DATABASE REFERENCE NUMBER:
COPY OF PUBLIC REGISTER ISSUED BY:
COPY OF ISSUED REGISTER MUST BE ATTACHED TO THIS APPLICATION.
FINANCIAL OFFICER PROCESSING PAYMENT:
PAYMENT AMOUNT RECEIVED:
RECEIPT NUMBER:

Important information for applicants

This form is to be completed by a member of the public requesting information held in a register under the following sections of the Biosecurity Act 2014 (the Act): s173 for the biosecurity register; s231(4) for the register of prohibited matter and restricted matter permits; and s379(6) for the register of biosecurity orders.

Certain particulars held in registers under the Act may be available on the Department's website www.daf.qld.gov.au. Members of the public may view and take extracts from the registers, free of charge, as available online. To view or take extracts from the online registers you do not need to complete this form.

Information from any registers under the Act, or part thereof, including information that is not published on the website, may be made available on payment of the prescribed fee. Please note that register information may be confidential and access may be restricted to appropriate persons.

Registers covered within this application

- Biosecurity Register
- Register of Prohibited Matter and Restricted Matter Permits
- Register of Biosecurity Orders.

How to submit this form

- In person;
at any [Department of Agriculture and Fisheries regional office](#); or
- Via post to:
Department of Agriculture and Fisheries
PO Box 5083
Nambour Qld 4560

Prescribed fee

- Please note that fees are charged per register (for part or all of the register). For the current fee visit www.daf.qld.gov.au/biosecurity-fees
- Payment of prescribed fee must be made at the time of application submission for it to be processed.
- Fees are prescribed under Schedule 10 of the Biosecurity Regulation 2016.

Privacy statement

The Department of Agriculture and Fisheries is collecting the information on this form in order to assess the application to obtain information held in a register, established under the *Biosecurity Act 2014*. The Department is authorised to collect this information under the following sections of the Act: s173 for the biosecurity register; s231(4) for the register of prohibited matter and restricted matter permits; and s379(6) for the register of biosecurity orders. Some information may be given to other Queensland Government agencies for the purpose of assessing the application. Your information will not be disclosed to any other parties unless authorised or required by law.

Contact us

For more information please contact the Department of Agriculture and Fisheries, Customer Service Centre on 13 25 23.

Part A - Applicant details

Applicant requesting information on the register/s

First name

Last name

Phone number

Mobile

Select how the information on the register/s is to be provided to you

In person (printed)

Mail (printed)

Email

If the request is to provide by mail, please provide address

Property/Building name

Unit/Lot/Street number

Street name

Suburb/Town/Locality

Country

State

Postcode

If the request is to provide by email, please provide email

Part B - Selecting the appropriate register

The following information may help you to complete this application to receive the information you require.

Register	What information is available?	Eligibility requirements (see Part E for further details)	Examples of why you might access this information
R1 - Biosecurity Register	<p>Some information on the Biosecurity Register is published on the Department's website. The information that is not published online is considered confidential and would only be released to appropriate applicants.</p> <p>The Biosecurity Register contains information that relates to registered biosecurity entities; restricted places; restricted animals; and restricted biosecurity matter.</p> <p>When an entry is made on the Biosecurity Register a notice containing details of the entry is given to the registered biosecurity entity, the land owner, the occupier of the place or the owner or keeper of an animal or biosecurity matter. Any person seeking access to information may be able to obtain information directly from a person who has been given the notice.</p>	<p>If you wish to purchase information other than the details that are published on the Department's website, you will need to provide evidence that you are entitled to the additional information (additional details not publically available - see over page).</p>	<ul style="list-style-type: none"> Seeking details relating to a registered biosecurity entity. To determine any restrictions on the use of a place. To determine any restrictions on dealings with any or specifically identified animals.
R2 - Register of Biosecurity Orders	<p>The register of biosecurity orders contains information about current orders on a place including the biosecurity matter and the actions required to minimise the biosecurity risk.</p> <p>If you require further information, this may be available from a person who has been given a notice (which details the entry on the register) or through a search of the Biosecurity Register.</p>	<p>Approval of requests to purchase information on the Register of Biosecurity Orders is at the discretion of the Department. A request may be refused under section 494 of the Act if the chief executive (or the chief executive's delegate) considers that the particular circumstances make disclosure of the information inappropriate.</p>	<ul style="list-style-type: none"> Buying a property and needing information about biosecurity risks present.

Register	What information is available?	Eligibility requirements (see Part E for further details)	Examples of why you might access this information
R3 - Register of Prohibited Matter and Restricted Matter Permits	The Register of Prohibited Matter and Restricted Matter Permits is published on the Department's website. A search of the register will not provide any additional details to those published online.	Not applicable.	<ul style="list-style-type: none"> Checking the currency of a specific permit.

Part C - Details of information you are applying for

Please provide details of the information that you are applying for (i.e. Real Property Description, and if applicable the Property identification code for a place or species).

Part D - Registers

Please select information required.

R1 - Biosecurity Register (continued over page)

Information published online:

Note: You can access this information free on the Department's website if you have internet access.

The published information.

The published information consists of:

- the address
- local government area
- if relevant, the name of each place for which the entity is registered
- if relevant, the property identification code (PIC) of each place for which the entity is registered.

Information NOT published online:

► Go to 'Part E - Eligibility' to check you are an appropriate applicant

Further details about the place where designated animals are kept or designated biosecurity matter is held

Details about the person who is the registered biosecurity entity

Details of the occupier of the place if the registered biosecurity entity is not the occupier

Details of the owner of the place if the registered biosecurity entity is not the owner

The approximate number of each type of designated animal

If the registration relates to the holding of designated biosecurity matter, the area of the land on which the biosecurity matter is held

Any property identification code or hive identification number that applies to the registration

R1 - Biosecurity Register (continued)

Information about restricted places, restricted animals or restricted biosecurity matter from the biosecurity register NOT published online:

► Go to Part E - Eligibility to check you are an appropriate applicant

Information (if any is applicable) on restricted places

Information (if any is applicable) on restricted animals

Information (if any is applicable) on a restricted biosecurity matter

R2 - Register of Biosecurity Orders

► Please note a request may be refused under section 494 of the Act. Go to Part B for more information.

The real property description of the land to which the order relates

The local government area in which the land is situated

The day the order was given

Information about the biosecurity matter or any other thing to which the order relates

The action required to be taken under the order

The period stated in the order for taking the action

R3 - Register of Prohibited Matter and Restricted Matter Permits

All information on the Register of Prohibited Matter and Restricted Matter Permits is publically available on the department's website. No additional information is available through a search of the register obtained by completing this form.

Information published online:

Note: You can access this information free on the Department's website if you have internet access.

The published information.

The published information consists of:

P The name of the permit holder

P The term of the permit

P The permit expiry date

P The type of permit

Part E - Eligibility requirements

Please check here that you are eligible for additional information NOT published on the Department's website.

To apply for any information that relates to one of the following headers below you must provide evidence of the following and attach it to this application. Please tick against each required topic.

I do not need to provide evidence. ► Continue to Part F.

I do need to provide evidence and I have attached all the evidence that applies, to this application.

Registered Biosecurity Entity	Restricted places	Restricted animal	Restricted biosecurity matter
you are the property owner;	you are an owner or occupier of the place;	you are a person who keeps the animal;	you are a person who keeps the matter;
OR	OR	OR	OR
letter of consent signed by property owner;	you are a registered biosecurity entity for the place;	you are an occupier of the place where the animal is being kept;	you are an occupier of the place where the matter is being kept;
OR	OR	OR	OR
contract of sale that includes a clause authorising the release of the information;	the owner of the place gives written consent for the applicant to be given the information.	you are the owner of the animal;	you are the owner of the matter;
OR		OR	OR
if the property owner is not the RBE a letter of consent from the RBE agreeing to release of RBE details.		the owner of the animal gives written consent for the applicant to be given the information.	the owner of the matter gives written consent for the applicant to be given the information.

Part F - Payment options

Please note: Your payment must be accompanied with your application.

For the current fee visit www.daf.qld.gov.au/biosecurity-fees

All or part of the Biosecurity Register

All or part of the Register of Prohibited Matter and Restricted Matter Permits

All or part of the Register of Biosecurity Orders

TOTAL

Fees are charged per register.

Select **ONE** payment option only.

Cash

Pay by cash at any [Department of Agriculture and Fisheries regional office](#)

Cheque or Money Order

Make payable to 'Department of Agriculture and Fisheries'.

Debit Card or Credit Card

Cardholder name

Visa

MasterCard

Card number

Signature

Card expiry date

The Department of Agriculture and Fisheries will only send you a receipt if you request one. If you do, select the method you prefer the receipt be sent.

Email Post

Further instructions and advice

Please contact the Department of Agriculture and Fisheries, Biosecurity Queensland through the Customer Service Centre on 13 25 23.